

MINUTES
SPECIAL MEETING
CITY COUNCIL

June 22, 2015

Mel L. Cohen, Mayor

Sally W. Sandy, City Manager
Louis E. Vinay, Jr., City Attorney

John H. Cantrell)
Forrest A. Fleming) Councilmen
Sidney Simmons)
Ronnie Thompson)

I. Call to Order and Invocation – The Mayor called the meeting to order in the Council Chambers at 6:00 p.m. The Mayor invited Rev. Max Bristol to give a special invocation and remembrance of the lives lost during the recent shooting at Emmanuel AME Church in Charleston, South Carolina.

II. Public Hearings and Actions

1. Public Hearing to Consider a Non-Contiguous Annexation Petition Submitted by Rishabh, LLC for 0.521 Acres Located at 1014 Salem Road

The Mayor opened the public hearing at 6:04 p.m.

The City Manager stated the management of Rishabh, LLC have submitted a petition to voluntarily satellite annex their property located at 1014 Salem Road into the corporate limits of Morganton. The property consists of 0.521 acres and is located between an existing satellite annexation area (former Morganton Dyeing and Finishing) and the existing corporate limits approximately 0.7 miles to the north. This property is developed as a small convenience store. The current tax value of the property is \$398,653. It was recently acquired by Rishabh, LLC. The property currently has access to City water and sewer service. It is also within a reasonable distance and within the current service route of other City services. The City staff has reviewed this request and does not anticipate existing City operations to experience adverse operational impacts if approved.

This public hearing was advertised in the Morganton News Herald on Sunday, June 14, 2015.

There being no public comment, the Mayor closed the public hearing at 6:04 p.m.

Action:

Upon motion by Councilman Thompson, seconded by Councilman Simmons, and carried unanimously, the Council adopted Ordinance #15-19 annexing approximately 0.54 acres of non-contiguous property located at 1014 Salem Road into the corporate limits of Morganton effective June 30, 2015.

2. Public Hearing to Consider the City of Morganton Budget for Fiscal Year 2015-2016

The Mayor opened the public hearing at 6:05 p.m.

The City Manager summarized the budget information stating the Budget Ordinance establishes the tax rate at \$0.53 for general tax and \$0.14 for municipal service district tax per \$100 valuation. She stated it is a balanced budget. Also included are revenues anticipated and expenditures authorized as presented to the City Council on June 1, 2015. She stated the public hearing notice was published in The News Herald on June 3, 2015.

Eliot Lytle resides at 212 Sherwood Place and is a downtown business owner. Lytle stated he wasn't speaking for or against the budget but was advocating for a skate park as part of the Recreation Department. He stated he was speaking for a group that is endorsing a skate park. They realize this budget is a "ship that has sailed", but wanted to let the Council know they are seriously interested in seeing a cement skate park in Morganton. Lytle stated he has been attending Recreation Advisory Commission meetings the last six months and has been surprised at the lack of input into the Commission by citizens. He realizes that with the lack of input the advisory committee members do what they think is best. Over the course of this time he stated he has learned that you need to make a real effort to be part of the process, instant results are not practical, and it takes time and involvement to get things done. He stated his group will be consistent and stay involved in the process. Lytle feels this will be a real draw for Travel and Tourism. He stated he travels to Asheville every weekend to skate. While there he purchases food, a pint of beer, goes shopping. He stated the cost of a skate park would be in the \$150,000-\$200,000 range for a 6,000 square foot park. He stated a good example of a park this size is in Kitty Hawk, NC. He stated that he felt positioning one near downtown would be good for Travel and Tourism. He would like to keep the idea of a skate park in front the Recreation Department. He stated his group is ready to work to fund match and organize fundraising to help make this a reality.

The Mayor stated that discussions have happened in the past and this matter has been put on the shelf. He has asked Gary Leonhardt to speak to the Foundation about it. Lytle stated it was his understanding that Gary would be sending a letter of recommendation to the Foundation.

Councilman Cantrell asked Lytle to give an estimate of the total number of skateboarders in Morganton. Lytle stated there were about 100 on his mailing list and his best estimate is 200-300 skaters.

The Mayor asked where in Asheville the skate park was located. Lytle stated it is off I-240 near Lexington/Merriman Avenue.

Councilman Simmons stated he had a couple comments to make. He said it was nice to see a good size audience; it showed that people are concerned about what happens in our community. He stated that he was aware that Mountain View Community Center has been neglected for many years and he is in support of improvements, however he questions the addition of tennis courts. He stated that if he used the facility he would rather have air-conditioning in the gym.

There being no further public comment, the Mayor closed the public hearing at 6:19 p.m.

Actions:

a. Consideration of Adoption of the City of Morganton Budget for Fiscal Year 2015-2016

A motion was made by Councilman Cantrell, seconded by Councilman Fleming to adopt the Budget Ordinance for Fiscal Year 2015-2016.

Councilman Thompson asked about the cost of downtown islands and possible grant money. The City Manager stated that there was an opportunity to apply for some grant money to complete the islands on Green Street and Sterling Street. She stated the City did not make it to the second round of the grant cycle so that money will not be spent this year. She then stated that the City has been invited to reapply for that grant in the next cycle.

Councilman Thompson asked about islands on Bouchelle Street and whether those were a part of this budget. The City Manager stated those improvements were not included in this budget but if the budget is approved they would be discussing, later on the agenda, some Powell Bill funds to be used to improve Bouchelle Street while DOT is making changes and improvements on Avery Avenue including a traffic signal.

Councilman Cantrell asked whether the signal was a red/green light rather than a caution light. The City Manager stated that it was a traditional signal light. The Mayor asked Lee Anderson, Director of Development and Design, about the schedule for this work. Anderson stated it would be in the fall, sometime after this Historic Morganton Festival.

Councilman Simmons stated he receives many complaints about how far into the travel lane the downtown islands stick-out. Councilman Cantrell stated the reason the islands were installed was to slow down traffic in the downtown area.

The Mayor thanked all who worked to put this budget together.

After discussion the Mayor called for the vote. The Council voted unanimously to adopt Budget Ordinance #15-20 for FY 2015-2016.

b. Consideration of Adoption of Schedule of Fees and Charges 2015-2016

Upon motion by Councilman Thompson, seconded by Councilman Cantrell, and carried unanimously, the Council adopted the Schedule of Fees and Charges for FY 2015-2016.

III. Consideration of Year-end Budget Amendment 2014-2015

The City Manager stated the following year-end budget amendments clean up some line items in the budget for 2014-2015.

The City Manager summarized the various line items in the General Fund.

Upon motion by Mayor Cohen, seconded by Councilman Cantrell, and carried unanimously, the Council approved Ordinance #15-21 General Fund Budget Amendment for \$343,820.

The City Manager summarized the various line items in the Electric Fund.

Upon motion by Councilman Thompson, seconded by Councilman Simmons, and carried unanimously, the Council approved Ordinance #15-22 Electric Fund Budget Amendment for \$600,000.

The City Manager summarized the various line items in the Cable Fund.

Upon motion by Councilman Fleming, seconded by Councilman Cantrell, and carried unanimously, the Council approved Ordinance #15-23 Cable Fund Budget Amendment for \$167,250.

The City Manager summarized the various line items in the Capital Reserve Fund.

Upon motion by Councilman Simmons, seconded by Councilman Cantrell, and carried unanimously, the Council approved Ordinance #15-24 Capital Reserve Fund Budget Amendment for \$290,325.

The City Manager summarized the various line items in the Capital Projects Fund.

Councilman Thompson asked if this was tied to the Community House. The City Manager stated yes that was correct.

Upon motion by Councilman Thompson, seconded by Councilman Cantrell, and carried unanimously, the Council approved Ordinance #15-25 Capital Projects Fund Budget Amendment for \$782,638.

IV. Consideration of Award of Contract for the Installation of Aeration Equipment and Associated Electrical Components for the Interim Aeration Project at the Wastewater Plant

The City Manager stated after 40+ years of service, the pure oxygen system at the wastewater plant has recently failed and is in a state of disrepair. This process, although very critical to plant operation, has become antiquated and it has become necessary to modernize for effective wastewater treatment into the future. While the long-term solution is being designed and constructed, an interim aeration modification project is needed. For this, aeration system equipment and associated electrical components have been approved and purchased. Action is now required to authorize and contract for the installation of this equipment.

Informal electronic bid proposals were requested from six acceptable NC licensed contractors. Two bids were received prior to the deadline on June 10th, 2015. Based on the bid results, Brushy Mountain Builders provided the lowest responsible, responsive bid amount for the base bid at \$301,600. An alternate of using ductile iron pipe instead of PVC during the project was submitted at a cost addition of \$16,500. This is being recommended and the bid is within the budgeted amount.

Upon motion by Councilman Simmons, seconded by Councilman Cantrell, and carried unanimously, the Council awarded a contract with Brushy Mountain Builders, to install aeration & electrical equipment at the wastewater plant for the cost of \$318,100.

V. Consideration of a Reimbursement Resolution for the Design and Preliminary Engineering for the Diffused Aeration and Sodium Hypochlorite Conversion

The City Manager stated that at the April 6, 2015 Council meeting, Brad Boris and representatives of the Freese and Nichols engineering firm spoke in detail about the issues with the treatment processes at the City's wastewater treatment plant. Specifically, the plant's pure oxygen secondary treatment process is no longer effective, and mechanical and instrumentation issues have rendered the system irreparable. The temporary "fix" of using liquid oxygen is very expensive in operational costs. A short term solution, recommended by Freese and Nichols is now being put into place, as approved by Council. This involves a capital cost of some \$600,000 for purchase and installation of equipment to create a temporary aeration basin using surface aerators.

As stated, this is only a temporary solution. A permanent fix will require the design and development of a complete new diffuse aeration system. Meanwhile, the current system of using chlorine gas as the effluent disinfectant raises certain health and safety issues for our employees, because that is classified by the EPA as a high risk product. Conversion to a sodium hypochlorite (bleach) method would be preferred.

After the presentation at the April 6 meeting, Council approved a contract with Freese and Nichols for a wastewater process conversion study at a cost of \$49,905. This is the

first step in the planning of conversion of the plant to a diffuse aeration system and sodium hypochlorite disinfectant.

The City will soon be moving forward with contracts for the design and preliminary engineering of a diffused aeration secondary treatment process and a conversion to a sodium hypochlorite effluent disinfectant system. It is estimated that such a project will cost approximately \$650,000 for the design, development and preliminary engineering.

It is anticipated that the City will require installment financing, as approved by the Local Government Commission, for the project. The City, as is customary with a project of this scale, anticipates advancing some of the expenditures, and subsequently reimbursing itself for those expenditures on the project once financing is in place.

In order to accomplish this, it will be necessary for Council to adopt a Resolution providing for reimbursement to the City of such costs as may be advanced for this project.

Councilman Thompson asked if this would be money reimbursed to the City. The City Manager stated that was correct it would be spread over the life of the loan.

Councilman Thompson asked when this would happen. The City Manager gave a brief overview of the timeline and stated it would be a two-three year process. This is expected to be a \$7 million project which is why the City is trying to obtain a 0% interest loan.

Councilman Cantrell clarified that the City is not getting reimbursed for anything except money we are borrowing. The City Manager stated the City is fronting the money now and this money will be put back into the savings fund once received.

Upon motion by Councilman Thompson, seconded by Mayor Cohen, and carried unanimously, the Council approved Resolution #15-24 for reimbursement of the City for the costs of design and preliminary engineering for the diffused aeration and sodium hypochlorite conversion projects at the wastewater treatment plant, in an amount up to \$650,000.

VI. Consideration of a Professional Services Agreement to Provide Phase 2 Storm Water Assistance for FY 2015-2016

The City Manager stated that the City is required each year by the State of North Carolina to implement specific Phase 2 Storm Water protection measures to protect this state's public drinking water supplies from non-point source (surface water runoff) pollution. Public education and outreach is one of the requirements placed on local governments to comply with permitting standards. In an effort to reduce local costs of implementing this program, the City and other local governments in the region have requested the Western Piedmont Council of Governments (WPCOG) to offer professional services that complies with these requirements. The costs of public

education and outreach services are being shared throughout the Unifour area by communities required to comply with State permitting requirements. Public service announcements, staff training, informational brochures, posters, web based information and youth education outreach are typical examples of services included with this contract.

The staff has reviewed the proposed contract and recommends it be approved.

Upon motion by Councilman Simmons, seconded by Councilman Cantrell, and carried unanimously, the Council approved a professional services agreement with the Western Piedmont Council of Governments for Phase 2 Storm Water Public Outreach and Education Services in the amount of \$5,189.

VII. Consideration of Award of Contract for Improvements at the Mountain View Community Center (Part A)

The City Manager stated that informal bids were received by the City Engineer for this project on Friday June 12, 2015 up until 2:00 P.M. at City Hall. Bids were submitted by three contractors. Bennick Grading & Excavation of Nebo, North Carolina was the lowest responsible, responsive bidder for this project, submitting a bid in the amount of \$186,896.25. Bids were received from two other contractors, JT Russell & Sons, Inc. of Conover, NC in the amount of \$210,002.90 and Brushy Mountain Builders of Lenoir, NC in the amount of \$221,328.55.

This project involves the demolition of the existing parking lot surface and sidewalks at the Mountain View Community Center; the renovation of the existing entrance canopy with gutters and downspouts to provide better drainage of storm water runoff; the grading of the site and installation of a drainage system to properly handle the storm water runoff from the facility, including the aforementioned entrance canopy; installation of new sidewalks properly sloped to drain off storm water runoff; the resurfacing of the existing parking lot and the restriping of the parking spaces for the new parking configuration and the resurfacing of the entrance driveway; and the construction of a new parking lot connecting the two previously existing parking lots and striping of the parking spaces for the proposed parking configuration.

The budget for this project is \$186,000. City staff recommends award of contract to Bennick Grading for \$185,983.25, which reflects removing the cost of therma-plastic striping from the original bid. The entrance canopy will be purchased from a different vendor with savings from the Part B improvements project.

Upon motion by Councilman Fleming, seconded by Councilman Cantrell, and carried unanimously, the Council approved a contract with Bennick Grading & Excavation of Nebo, NC for the Mountain View Community Center Part A Improvements Project at a price not to exceed \$185,983.25

VIII. Consideration of Award of Contract for Improvements at the Mountain View Community Center (Part B)

The City Manager stated that informal bids were received by the City Engineer for this project on Friday June 12, 2015 up until 2:00 P.M. at City Hall. Bids were submitted by three contractors. Bennick Grading & Excavation of Nebo, North Carolina was the lowest responsible, responsive bidder for this project, submitting a bid in the amount of \$406,577.00. Bids were received from two other contractors, Brushy Mountain Builders of Lenoir, NC in the amount of \$434,554.75 and JT Russell & Sons, Inc. of Conover, NC in the amount of \$444,300.20.

This project involves the clearing of existing vegetation; grading of the site including the construction of a grass drainage swale and installation of a drainage system to handle storm water runoff for the entire Mountain View Community Center site; construction of a new parking lot with curb and gutter and striping of the parking spaces for the proposed parking configuration; installation of new sidewalks properly sloped to drain off storm water runoff; construction of two ITF-compliant tennis courts complete with chain-link fencing and gates and all the appurtenances including the net posts, center strap anchors, nets, center straps and court striping; and installation of LED lighting for all the parking lots at the Mountain View Community Center and the tennis court lighting. The lighting is for Part A and Part B. The lighting purchase will be from a separate vendor and installation will be performed by the Electric Department. Lighting cost is expected to be \$45,500.

The budget for this project is \$485,000. City staff recommends award of the bid for \$404,481 to Bennick Grading and Excavation. Additionally, due to the nature of this work and possible unexpected conditions in the site work, staff recommends authorizing a contingency of \$37,458.56 for this project. This contingency is within total budgeted funds for the General Fund infrastructure projects.

Councilman Simmons asked whether citizens could make comments before this was brought to a vote. The Mayor agreed to let anyone speak who wished to. Councilman Simmons stated that there are 17 tennis courts in the Morganton area. He stated there was not much play on the current courts. He would like to hear from someone in the audience who supports tennis courts rather than air-conditioning in the gym at Mountain View Community Center.

Ronald Conley resides at 708 Jamestown Road. He stated that the Mountain View neighborhood children did not have transportation or access to the tennis courts at the college. He stated the children should have the opportunity to do something other than basketball. They need to have opportunities to broaden their horizons. He stated the gymnasium did need air-conditioning and the floors redone and hoped it all could be done at some point.

The City Manager stated that during the budget talks there was much discussion about the Mountain View Community Center area. Because it is already a destination with the

community center and the aquatic center, it makes sense to offer more opportunities at a place people are accustomed to going, where there is already staff ready to assist citizens and plan programming, and to create more facilities and opportunities at a location where we already have a large investment.

Councilman Fleming stated that during his research he has found the City has not built any new tennis courts in over 30 years. He stated this gives everyone the opportunity to learn the game of tennis and feels this is an excellent idea. He stated the plans go a step further and during the layout of the courts striping will be added for other sports. Councilman Fleming stated he fully supports this project.

Autumn Samen, a local business owner, stated she felt a skating area would be a good addition to this project. In her former town the tennis courts were multi-purpose also and included a few ramps for skateboarding. The Mayor encouraged her to speak with Gary Leonhardt.

Councilman Thompson asked if this project would fix the drainage problems at the Center. The City Manager stated it would fix the drainage problems and would not interfere with any future plans for the proposed greenway extension and trail that would pass the Center.

Upon motion by Councilman Thompson, seconded by Councilman Cantrell, and carried unanimously, the Council approved a contract with Bennick Grading & Excavation of Nebo, NC for the Mountain View Community Center Part B Improvements Project at a price not to exceed \$441,939.56.

IX. Consideration of Award of Contract for Street Resurfacing for Fiscal Years 2014-2015 and 2015-2016

The City Manager stated that informal bids were received by the City Engineer for the annual Powell Bill resurfacing on Tuesday June 16, 2015 up until 2:00 P.M. at City Hall. Bids were submitted by two paving contractors. Maymead, Inc. of Mountain City, Tennessee was the lowest responsible, responsive bidder for the resurfacing project, submitting a bid in the amount of \$386,764.66. A bid was also submitted by JT Russell & Sons, Inc. of Conover, NC in the amount of \$452,797.86. By combining the 2014-2015 and the 2015-2016 resurfacing budgets, there is \$434,000 available.

This amount is based on unit prices for asphalt resurfacing, milling and patching of certain streets where most needed, Retro-reflective thermoplastic pavement striping and markings, and the adjustment of manholes, valve boxes and catch basins as needed.

The bid of \$386,764.66 includes \$73,927.28 for the improvements on Bouchelle Street to coordinate with NCDOT's improvements to the intersection of Bouchelle and Avery. In order to accomplish more resurfacing, the Council agreed to consider using Powell Bill fund balance to complete Bouchelle improvements. Appropriation of \$44,000 from

Powell Bill fund balance will be required. There is \$47,162.62 in contingency budgeted for resurfacing. If the contingency is not required to complete the streets indicated on the attached map, City staff will work with the contractor to identify and resurface additional streets.

Upon motion by Councilman Fleming, seconded by Councilman Cantrell, and carried unanimously, the Council approved a contract with Maymead, Inc. of Mountain City, Tennessee for the 2014-2015 and 2015-2016 Powell Bill Resurfacing of City Streets.

Upon motion by Councilman Fleming, seconded by Councilman Cantrell, and carried unanimously, the Council approved Ordinance #15-26 appropriating \$44,000 in Powell Bill fund balance to complete this resurfacing.

X. Consideration of Award of Contract for Resurfacing of City Parking Lots

The City Manager stated that informal bids were received by the City Engineer for this resurfacing project on Thursday June 11, 2015 up until 2:00 P.M. at City Hall. Bids were submitted by four paving contractors. JT Russell & Sons, Inc. of Conover, North Carolina was the lowest responsible, responsive bidder for the resurfacing project, submitting a bid in the amount of \$252,716.70. A bid was also submitted by Maymead, Inc. of Mountain City, Tennessee in the amount of \$296,175.29. "No Bids" were received from Johnson Paving & Crushing of Marion, NC and Precision Paving of Hickory, NC.

This amount is based on unit prices for asphalt resurfacing or paving, milling and painted pavement striping and marking for six of the City parking lots for three of the City departments – Public Safety, Parks & Recreation, and CoMMA. The project includes the milling and resurfacing of the CoMMA parking lot and the restriping of the parking spaces with painted markings for the new parking configuration. The milling and resurfacing of the Public Safety Headquarters parking lot and the paving of the impound yard at Public Safety Headquarters; milling and resurfacing of the asphalt portion of the parking lot at the Burkemont Fire Station; and resurfacing of both parking lots at Bethel Park.

The total budgeted amount for resurfacing these parking lots is \$269,500 which is adequate to complete all projects at the bid prices plus a contingency.

City staff recommends award to the low bidder, which is JT Russell & Sons as follows:

	<u>Bid</u>	<u>Contingency</u>	<u>Total</u>
CoMMA	\$137,105.95	\$5,000.00	\$142,105.95
Public Safety	57,718.88	--	57,718.88
Recreation	<u>48,334.36</u>	<u>--</u>	<u>48,344.36</u>
Total	\$243,159.19	\$5,000.00	\$248,159.19

Upon motion by Councilman Thompson, seconded by Councilman Fleming, and carried unanimously, the Council approved a contract with JT Russell & Sons, Inc. of Conover, NC for the Resurfacing of City Parking lots as detailed in the summary above for a total not to exceed \$248,159.19

XI. Consideration of Award of Contract for Resurfacing of the Greenway Trail

The City Manager stated that informal bids were received by the City Engineer for this resurfacing project on Thursday June 11, 2015 up until 2:00 P.M. at City Hall. Bids were submitted by five paving contractors. Johnson Paving & Crushing Co., Inc. of Marion, North Carolina was the lowest responsible, responsive bidder for the resurfacing project, submitting a bid in the amount of \$131,918.00. "No Bids" were received from four other contractors including JT Russell & Sons, Carolina Paving, Gaston Asphalt Paving, and Precision Paving.

This amount is based on unit prices for asphalt binder for patching and asphalt overlay for the resurfacing of approximately 1.4 miles, or 7521 linear feet, of 10-ft. multi-user greenway trail. This includes resurfacing of both forks of the Greenway Trail leading from the Greenlee Ford Access and extending to the River Village Access at the south end of the boardwalk, and then beginning again at the north end of the boardwalk at River Village to the boundary of Catawba Meadows Park. City staff recommends a contingency of \$7,500 to be appropriated for this project.

The budgeted amount for this project was \$125,000. Staff recommends awarding the project and using savings from the parking lot resurfacing projects to make up the difference.

Councilman Thompson asked when the repaving would begin. The City Manager stated there is preliminary work being done now; Lee Anderson stated about 45 days, approximately mid-August.

Councilman Thompson asked if the greenway would be closed during repaving. Anderson stated it would be closed due to the danger posed to the public because of heavy machinery.

Councilman Simmons asked if the tree roots under the paved areas would be ground-up. The City Manager stated they would be removed and the project involved extensive work.

Councilman Cantrell asked if the whole greenway would be closed or only parts of it. Anderson stated that after the preconstruction meeting they would have a better plan on when and how the sections of greenway would be closed. He assured the Council they would work with the Public Information Officer to make announcements to the public about closings.

Upon motion by Councilman Simmons, seconded by Councilman Cantrell, and carried unanimously, the Council approved a contract with Johnson Paving & Crushing Co., Inc. of Marion, NC for the resurfacing of a portion of the Catawba River Greenway Trail for a total not to exceed \$139,418.

XII. Consideration of Award of Financing for the Mountain View Community Center Improvements and Facilities Upgrades, Greenway Resurfacing, and Parking Lot Resurfacing

The City Manager stated this financing award was the really good news. These projects are needed and good for our community; by grouping them together the City was able to receive very good bids. The City Manager stated that bid requests were sent out to 10 banks. Four bids were received back. The lowest responsive responsible bid came from First Citizens for 1.60% with costs of \$850.

There was some discussion about the banking resolution and whether Councilman Thompson needed to be excused from voting due to being on the First Citizens Bank board. The City Attorney stated that the banking resolution covers this and there was no requirement to be excused from the vote.

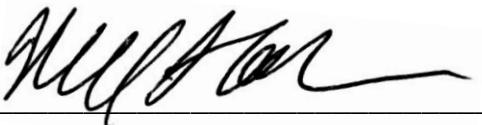
Upon motion by Councilman Thompson, seconded by Councilman Cantrell, and carried unanimously, the Council awarded Resolution #15-25 financing for the Mountain View Community Center Improvements and Facilities Upgrades, Greenway Resurfacing, and Parking Lot Resurfacing to First Citizens Bank at an interest rate of 1.60% for a period of 4 ½ years.

The Mayor stated the Council has done a lot of hard work and good for the community tonight. He thanked Karen Duncan and staff for their work in putting the financing together.

XIII. Other Items from City Manager and City Council Not on Agenda – There were no other items.

XIV. Adjournment – The meeting was adjourned at 7:07 p.m.

Preparation of Minutes. These minutes were prepared by Mikela D. Russell, Assistant City Clerk. Copies of all resolutions, ordinances and orders referenced in these minutes are intended to be incorporated into these minutes as if fully set forth herein. Prior to including them into the official minute book, the minutes have been read and approved by the City Manager and the City Attorney, then distributed to each member of the City Council for further review and final approval, at a subsequent Council Meeting.



Mayor

Assistant City Clerk

